



**MINUTES OF THE PROCEEDINGS OF THE MEETING OF THE OPERATIONS COMMITTEE HELD IN ANTRIM CIVIC CENTRE ON MONDAY 2 OCTOBER 2017 AT 6:00 PM**

**In the Chair** : Councillor N Kelly

**Members Present** : Aldermen – W Ball, J Smyth and R Swann  
Councillors – A Ball, J Blair, L Clarke, M Magill, J Montgomery, N McClelland and M Rea

**Non-Committee Members Present** : Councillors – D Arthurs, S Ross, B Webb

**Officers Present** : Director of Operations - Ms G Girvan  
Head of Parks - Mr I McMullan  
Head of Waste Management - Mr M Lavery  
Head of Arts & Culture - Ms U Fay  
Head of Environmental Health - Mr C Todd  
Head of Leisure – Mr M McDowell  
ICT Officer – Mr C Bell  
Member Services Officer - Mrs D Hynes

**CHAIRMAN'S REMARKS**

The Chairman welcomed everyone to the October Operations Committee Meeting. He reminded all present of recording requirements.

On the request of the Chair, Members stood for a minute's silence as a mark of respect for the victims of the attack in Las Vegas, for those who lost their lives and those who were injured.

The Chairman welcomed Matt McDowell, the new Head of Leisure to the Meeting.

Congratulations were extended to Jonathan Rea, who had become the Triple World Superbike Champion at the weekend. It was noted that an event was being held this evening at Sixmile Leisure Centre to mark this momentous achievement.

**1 APOLOGIES**

Alderman M Girvan and Councillors D Ritchie and J Scott.

## 2 DECLARATIONS OF INTEREST

Item 3.1 – Councillor Kelly

## 3 REPORT ON BUSINESS

### 3.1 AC/GEN/37 ARTS AND CULTURE GRANT AID

Members were reminded that a revised Arts and Culture Grant Aid Programme was approved by the Operations Committee in March 2017. The purpose of the grant programme was to provide financial assistance to individuals and groups in the Borough for a range of arts and heritage purposes.

To be successful applicants must score a minimum of 50% in their application and all proposed awards are subject to the receipt of all relevant supporting documentation or the offer of funding will be withdrawn.

The grants are delivered on a rolling funding programme linked to the financial year or until the funding for the year is exhausted. An application had been submitted by Action Mental Health and assessed by officers under the appropriate funding category and maximum award available. A summary of the application was set out below along with the proposed award:

Ref	Group Individual	Funding Category	Funding Purpose	Score	Amount Awarded
3292	Action Mental Health	The delivery of an event or festival, which must be held in the Borough and open to the public	Production of 'Music and Memories' concert at Old Courthouse by Men's' Shed Steeple Antrim	60%	£1000
					£1000

The remaining budget available for arts grants in 2017/18 is **£9015** The total amount proposed for this award is **£1000.00** leaving a balance of **£8015** to fund any future applications in this financial year.

Proposed by Councillor McClelland  
Seconded by Councillor Montgomery and agreed that

**the Arts and Culture Grant Award be approved.**

*ACTION BY: Karen Smyth, Arts Development Officer*

### **3.2 AC/TM/002 SME News NORTHERN IRELAND ENTERPRISE AWARD 2017 - THEATRE AT THE MILL**

Council had been informed that the Theatre at the Mill had been awarded the Best Performance Arts Theatre in the 2017 Northern Ireland Enterprise Awards, run by SME News.

SME News is a quarterly publication distributed UK wide to the small to medium enterprise business network as well as a website, newsletter and awards programmes.

As a result of this Theatre at The Mill would be included in the winners list within a special celebratory magazine which SME would be producing for the Northern Ireland Awards. However, as a winner the Council had also been offered the opportunity to purchase the 'Gamma Package' for £495 which includes a half page of editorial in this magazine, a crystal trophy, personalised digital logo and digital certificate.

Proposed by Alderman Smyth  
Seconded by Councillor Clarke and agreed that

**the award of Best Performance Arts venue for Theatre at The Mill in the SME News 2017 Northern Ireland Enterprise awards be noted and the offer to purchase the 'Gamma Package' be agreed.**

*ACTION BY: Ursula Fay, Head of Arts & Culture*

### **3.3 L/GEN/65 AQUA SLIDES - VALLEY LEISURE AND SIXMILE LEISURE CENTRES**

The business case to refurbish the aqua slides, located in Valley and Sixmile Leisure Centres, was approved in May 2017.

This work requires the pools to be emptied of water to allow contractor access. To lessen the inconvenience for our users, it was proposed that the works are carried out consecutively during the 2017 Christmas period. The Christmas period is traditionally the quietest time of the year as there are no schools using the pools and Council swim programme ceases for Christmas holidays. It was noted that there would be an overlap of approximately 5 days where both pools would be closed to the public on this side of the borough. Customers would be advised of alternative pools available.

The circulated closure dates were estimated and would be confirmed on the appointment of a contractor.

It was expected that both pools would be closed during the following periods

Valley Pools closed	9.12.17 to 21.12. 17
Sixmile Pool closed	16.12.17 to 28.12.17

These proposed closures would mean a loss of wet side facilities for 5 days from Sunday 17<sup>th</sup> December until Thursday 21<sup>st</sup> December inclusive. An alternative approach would involve deferring one site until the new year, this would have a bigger impact on users as the school's programme and Council's swimming

school starts in January. To defer one to the new year would also impact significantly on contractor efficiency.

Proposed by Alderman Smyth  
Seconded by Councillor Ball and agreed that

**to accommodate the planned works to Aqua Slides at the Valley and Sixmile Leisure Centres, the pools are closed from 9<sup>th</sup> – 21<sup>st</sup> December and 16<sup>th</sup> – 21<sup>st</sup> December respectively (subject to changes due to unforeseen circumstances. Customers to be informed well in advance of closures.**

*ACTION BY: Roberta Flaherty, Leisure Services Manager*

### **3.4 WM/SC/4 STREET CLEANSING PERFORMANCE REPORT**

At the September Operations Committee meeting, Members requested a performance report in relation to Street Cleansing and what further actions were being developed to improve performance.

Over the last number of months a number of operational changes had been made with the aim to improve the cleanliness of the streets in the Borough. These changes include:

- A joint approach by Cleansing and Environmental Health Enforcement teams targeting littering and dog fouling hotspots with dedicated resources;
- A project to develop street cleansing routes on a "needs" based assessment – to be reported to Committee in due course;
- Increase in the number of Enforcement Officers on patrol in line with filling of posts in the approved structure;
- The adoption of the combi litter and dog fouling bin in the Borough (being installed on a 'need to replace' basis);
- Use of the Live Here Love Here Programme for advertising and awareness initiatives;
- The installation of additional combi bins at the request of Members and the general public.

As a result of these changes we have achieved the following:

- 87% decrease in complaints from dog fouling hotspots;
- Over 50 new combi bin installed across the Borough;
- 30% increase in the number of enforcement patrols.

In addition, Officers had researched the "Don't Mess With Texas" litter awareness campaign, which has achieved improvements in the cleanliness of the State. Whilst Keep Northern Ireland Beautiful's Live Here Love Here Programme was based on this, there was merit in adapting the concept to reduce littering in the Borough.

### **PROPOSAL**

It was proposed to organise a range of awareness raising initiatives that would run alongside practical events where residents would be involved in improving the appearance of their local areas during a designated week, 5-11 February

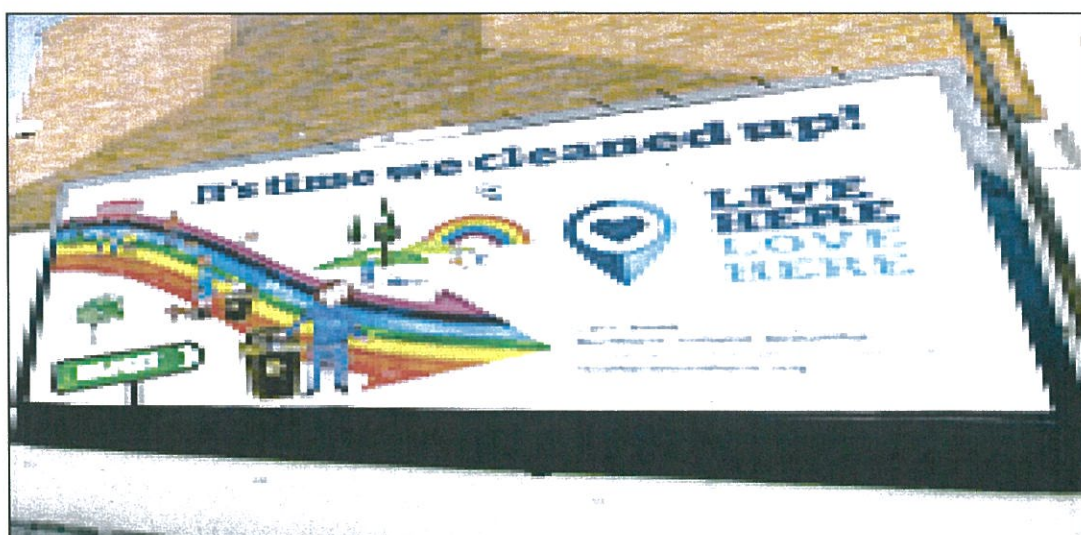
2018. It was proposed to link these initiatives and events under the strapline of "Don't Mess With Our Place" to maximise the publicity for the week's activities.

During the week, it was proposed that the following initiatives were delivered:

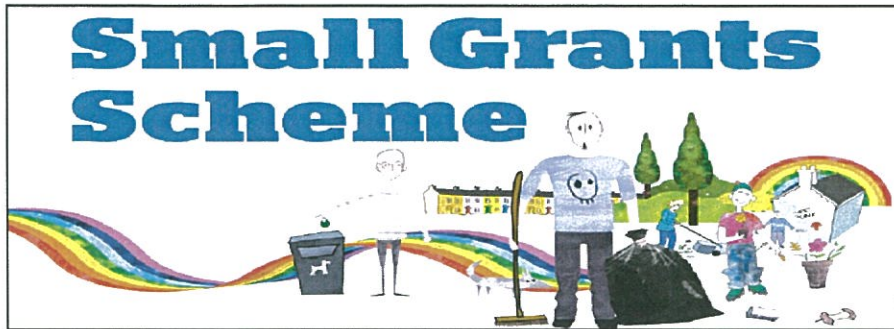
- Up to 15 interactive educational shows for schools in the Borough. The shows would be held at Council venues across the Borough, including the Theatre at the Mill, Ballyclare Town Hall, and the Old Courthouse in Antrim. The shows would be delivered by an experienced facilitator and would target issues like littering and dog fouling and their impact on human health, flora & fauna, and the local & global environment;



- Promotion of the Support-in-Kind scheme to assist local groups and organisations to carry out their own clean-ups in their "places" during the week;
- Targeted use of existing Live Here Love Here advertising hoardings to tackle issues like littering from vehicles and dog fouling. These publicity materials could be amended to include the campaign strapline – 'Don't Mess with our Place';



- Use of social media to encourage the public to take individual actions to clean up their “place” and the promotion of these actions online to encourage further participation;
- LHLH small grants scheme to be used to target specifically anti-litter and dog fouling initiatives. Grants are available from £500 to £5,000 and are open to volunteer and community groups, all school and third level education organisations, youth groups and sports clubs.



- Pilot #2minutebeachclean Board at both Loughshore Parks, Hazelbank and Gideon’s Green
- The boards are A-boards with a holder for litter pickers and a windproof slot for used plastic bags. They are self-supporting and messages can be personalised.



The proposed Programme would require a budget of approximately £6,850 which would be identified from existing Waste Management and Environmental Health budgets. There may be opportunities to seek external funding to assist in the delivery of the Programme and these were currently being explored. The benefits of the Programme would be as follows:

- Increased public awareness of littering and dog fouling issues;
- Encourage civil pride in “our place”;
- Improve the cleanliness of the Borough;
- Reduce the amount of complaints to the Council in relation to littering and dog fouling issues;
- Greater public satisfaction in the Council street cleansing services.

Proposed by Alderman Smyth  
Seconded by Councillor Clarke and agreed that

**Council approves the proposed "Don't Mess With Our Place" litter and dog-fouling awareness campaign to be held in February 2018.**

Officers to liaise with Alderman Smyth in relation to information on street cleansing and to discuss addressing some litter 'hotspots' he has identified.

Officers to clarify receipt stocks of dog fouling signage and to continue to take robust action in relation to fly tipping, particularly in areas where it is a regular occurrence.

Officers to update Committee on the success of the "Report All" App.

*ACTION BY: Michael Laverty, Head of Waste Management/ Clifford Todd, Head of Environmental Health/ Lisa Hall, Customer Services Manager*

*Councillors Magill and Blair arrived at this point of the meeting.*

### **3.5 L/CP/1 VOL4 SEASONAL CARPARK OPENING ARRANGEMENTS**

Members were reminded that the contract for transferred carpark was managed through the Department for Infrastructure under a Regional contract until 2019. Council was required to inform the Department of planned non-charging in order that the contractor can be advised to avoid issuing Parking tickets.

#### **1. Carpark Closures - Christmas lighting and Christmas Market, Ballyclare**

The closure of the carpark proposed for the Square Ballyclare on Saturday 25<sup>th</sup> November 2017 from 6.00am to 8.00pm and Harrier Way on Saturday 25<sup>th</sup> November 2017 from 6.00am to 12.00pm midnight to facilitate the Christmas market and the Christmas lights switch on event.

#### **2. Free Car Parking in December, The Square, Ballyclare**

Council had traditionally offered free car parking in the Square, Ballyclare on Saturdays in December to support local traders. Saturday 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup> and 31<sup>st</sup> December were proposed to offer free car parking.

#### **3. General Carpark arrangements for Christmas 2017 and 2018**

There are a number of days each year where there is no routine deployment of Traffic Attendants. These days were designated as non-charging and free to the public.

The days assigned for the next year are: -

Monday 25 and Tuesday 26 December 2017  
Monday 1 January 2018  
Monday 2 April 2018  
Thursday 12 and Friday 13 July 2018

Tuesday 25 and Wednesday 26 December 2018

Proposed by Councillor Montgomery  
 Seconded by Councillor Clarke and agreed that

- i. **Further information to be sought from the Tourism, Town Centre and Regeneration team in relation to the proposed temporary closure of the Square Ballyclare on Saturday 25<sup>th</sup> November 2017 from 6.00am until 8.00pm and Harrier Way on Saturday 25<sup>th</sup> November 2017 from 6.00am until 12.00pm midnight and any potential impact on other events scheduled for that weekend and that,**

Approval is given for:

- ii. **Free car-parking in The Square, Ballyclare on Saturdays 2,9,16,24 and 31 December 2017, and**
- iii. **Free car-parking on 25 and 26 December 2017, 1 January 2018, 2 April 2018, 12 and 13 July 2018, and 25 and 26 December 2018 in line with the contract.**

*ACTION BY: Ivor McMullan, Head of Parks/Paul Kelly, Head of Economic Development*

### 3.6 L/LEI/2 LEISURE GRANT AID

A total of 98 eligible leisure grant applications had been received to date for the 17/18 financial year with 61 eligible applications this call. Applications received between June and August 2017 had been scored and recommendations were circulated.

Approved to date				Applications June – August 2017		Funding Balance
Grant	No.of apps.	Annual budget	Approved spend to date 17/18	No.of apps.	Requests	
Capital Grants for Sports Clubs	3	£40,000: • 4 grants awarded annually (£20k, paid in 2 instalments over for 2 years)	£30,000: • Moneyglass Boxing Club £10k Payment 2 • Antrim Boxing Club £10k Payment 2 • Ballyclare comrades FC £10k- Payment 2	1	£20,000  Flight Gymnastics Academy £10k (Payment 17/18 & Payment 2 £10k, 18/19))	£0
Club Minor Works Grants (£5k - £20k)	0	£45,000	-	5	£42,299	£3,300
Grants to Individuals and Clubs	25	£35,000	£17,874.89	44	£21,464.00	-£4338
Events Grant (Exceptional/ Regional)	1	£25,000 (£22,831)	£2,114	1	£15,900	£6,986
Events Grant (Local)	1	£20,000 (£17,831)	£2,275	4	£9192.00	£8,533



Defibrillator Grant	1	£5,000	£1098.80	0	£0	£3,901
<b>Totals</b>	<b>31</b>	<b>£170,000</b>	<b>£52,263</b>	<b>55</b>	<b>£99,953</b>	<b>£17,782</b>
Total spend to date including this call, if approved: £152,216						
Elite Athlete Training Bursary	18		6 approved	<b>6 Proposed</b>		6 Remaining

**Notes:**

- A summary of grant award recommendations was circulated (Appendix 1)
- Subject to approval, the category 'Grants to Individuals and Clubs' would be over committed by £4,338. As there were underspends in Events Grant (exceptional /regional) and Events Grant (Local) it is proposed that the budget for each is reduced by £2,169 to meet the short fall.
- All funded elite athletes from the 17/18 call to include those selected for the Commonwealth games would be invited for a photo call in February 2018. A detailed report of all success stories would be reported in April 2018.

Proposed by Councillor Montgomery  
 Seconded by Alderman Smyth and agreed that

**the grant awards as detailed are approved and that the budgets in the categories are adjusted as set out above.**

*ACTION BY: Janine Beazley, Grants and Special Projects Officer*

### 3.7 DIR/OPS/003 LISTING OF REPORTS ON COMMITTEE AGENDA

Following discussion at the September Operations Committee regarding the format of the agenda for meetings, a draft layout was circulated for consideration.

Items for discussion were listed by Service whilst items for information were simply listed as added to the agenda. Members may wish to have these and matters to be taken In Confidence set out by Service.

Once agreed the format could be replicated for other Standing Committees and the agenda for the monthly meeting of Council.

Proposed by Alderman Smyth  
 Seconded by Councillor Montgomery and agreed that

**Items for discussion are listed by Service.**

Councillor Blair requested that his objection be recorded to this proposal.

*ACTION BY: Member Services*

### 3.8 WM/WM/33 REQUEST FOR LIVE HERE LOVE HERE SUPPORT 2017-18

Keep Northern Ireland Beautiful (KNIB) had submitted a funding request for the Live Here Love Here (LHLH) Programme for 2017-18. KNIB, formerly Tidy Northern Ireland, is an environmental charity with their stated aim of making Northern Ireland a cleaner and more pleasant place in which to live. One of the programmes that they co-ordinated was the LHLH Programme, which was described as "a positive, people powered campaign focused on improving our local environment and building a sense of pride in our local communities".

Council had financially supported the Programme, to the amount of £21,000, for the last two years, with local groups benefiting from LHLH small grants scheme to improve their local communities to an approximate value of 10,000 per annum. LHLH also run extensive advertising campaigns in the Borough and across Northern Ireland on issues like littering and dog fouling which raise public awareness and aid Council cleansing operations.

In order to maintain the LHLH programme in the Borough, KNIB had requested continued funding support from Councils. Council's contribution is £21,000 for 2017/18, the same level of funding was approved last year.

Proposed by Alderman Smyth  
Seconded by Councillor Blair and agreed that

**Council approves the request for £21,000 of financial support for the Keep Northern Ireland Beautiful - Live Here Love Here Programme in 2017/18.**

Officers to provide information on community grants funded through Live Here Love Here and related activities to October Council.

*ACTION BY: Michael Laverty, Head of Waste Management/Clifford Todd, Head of Environmental Health*

### 3.9 G/HSWB/43 BIKE TO WORK SCHEME

The Travelwise Initiative scheme funded by the Department for Infrastructure (Cycling Unit). Council was informed earlier this year that the Department would be unable to provide financial support to local authorities to hold Bike Week events. It was agreed at the May 2017 Committee meeting that Officers would still progress with delivering a number of events and initiatives, so as to continue to encourage the promotion of cycling and other sustainable modes of transport through the current Sports Development revenue budget.

Two events were planned as follows:

#### **Street Velodrome (Antrim Town)**

Family cycles rides were provided by Belfast Activity Centre on 17<sup>th</sup> and 18<sup>th</sup> June as part of the Street Velodrome event in Antrim Town.

#### **'Bikeability' Cycle Training**

Plans for Sustrans to deliver "Bikeability" cycle training over the summer months, including safe cycling and bike maintenance courses, had to be postponed due to operational reasons on the part of Sustrans. The courses would now take

place in March 2018 at various locations – Six Mile Water Park, Ballyclare and Hazelbank Park, Newtownabbey and Antrim Castle Gardens.

Proposed by Councillor Clarke  
Seconded by Councillor Montgomery and agreed that

**the report be noted.**

Officers to clarify age ranges eligible to take part in the training.

*ACTION BY: Ivor McMullan, Head of Parks*

### **3.10 EH/EHS/2 WELFARE OF ANIMALS UPDATE**

The reports on enforcement activity under the Welfare of Animals Act (Northern Ireland) 2011 were circulated for the period 1 April 2017 to 31 August 2017.

The statistical analysis gave a full breakdown for the whole of the Northern Area (Antrim and Newtownabbey, Mid and East Antrim and Causeway Coast and Glens).

A total of 372 visits were carried out across the borough during this 5 month period, resulting in 4 animals being seized and 12 Improvement Notices being issued.

Proposed by Councillor McClelland  
Seconded by Alderman Smyth and that

**that this report be noted.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

### **3.11 EH/EHS/2 DEPARTMENT OF AGRICULTURE, ENVIRONMENT AND RURAL AFFAIRS - STATISTICAL RETURNS**

The Department of Agriculture, Environment and Rural Affairs had notified Council of its intention to make the statistics reported on Dog Control activity publicly available (circulated) on both the Department's website and on the NI Direct website.

This approach had been adopted due to the increasing volume of approaches made to both the Department and Council's for statistics relating to Dog Control activity. It was intended to commence publication of statistical returns on 2 October 2017.

To assist residents in the Borough obtaining these statistics, a link had been provided via the Council's own website.

Proposed by Councillor Blair  
Seconded by Alderman Smyth and agreed

**that this report be noted.**

*ACTION BY: Clifford Todd, Head of Environmental Health*

### **3.12 L/GEN/43 RATHFERN ACTIVITY AREA**

Works to develop the Rathfern Activity Area had been hampered by recent wet weather, and every effort was being made to get the project completed by mid October. This resulted in the planned official opening being delayed. The rescheduling of the official opening therefore could not be agreed at the moment, however, once the completion date was clear the event would be arranged and a diary invitation would be issued to Members.

Proposed by Councillor McClelland  
Seconded by Councillor Magill and agreed that

**the report be noted.**

Officers to email details of the official opening to all members and in particular to check the diaries of Macedon members to ensure, as far as possible, their availability. Officers to confirm if this is a fixed price contract.

*ACTION BY: Ivor McMullan, Head of Parks*

### **3.13 WM/WG/2 WINTER OPERATIONS PLAN**

From November to April, the Council maintains a Winter Operations Plan to assist staff in delivering Council services as safely and efficiently as possible during the winter months. The Plan also includes provision for gritting services for all Council facilities and designated areas like town centres and car parks, the delivery of the waste collection services during adverse weather, and snow clearance operations.

The Plan is reviewed every year and as winter approaches, it was deemed prudent to advise Members on its provisions. A copy of the current Plan was circulated along with Appendix 2 of the Plan which outlines the areas which would be gritted including how and when this would occur.

The Plan outlined the notification procedure for gritting operations which would be activated when the temperature reaches 0°C or if the designated officer believes there is a strong possibility of ice occurring. The procedure takes into account micro climatic differences across the Borough, for example, areas may be gritted in Glengormley due to sub-zero temperatures but there would be no requirement to do so in Crumlin as the temperature is above freezing.

The Plan aims to have Council facilities gritted before staff arrive at work and the main town centres to be serviced before shops and businesses open at 9am, although Members should be aware that gritting operations cannot take place during periods of heavy rain or snow.

The Plan also addressed the possible impact of adverse weather on the waste collection services. In the event of severe weather, road conditions would be assessed and operations revised to reflect the increased risks to staff and public safety.

During periods of heavy snow fall, clearance operations would be directed by a dedicated management team chaired by the Director of Operations. The removal of snow is dependant of the availability of resources although during heavy snow events, the street cleansing services may be suspended and staff re-allocated to clearance operations if deemed safe to do so.

All actions resulting from the Plan would be passed to the Communications and Customers Services section to ensure that Elected Members and the public are kept fully informed of Council operations.

Proposed by Councillor Blair  
Seconded by Alderman Smyth and agreed that

**the report be noted.**

*ACTION BY: Michael Lavery, Head of Waste Management*

### **3.14 L/LEI/152 PARKS AND TOWNS ACCREDITATIONS**

Members were reminded that an initial workshop aimed at those groups interested in Best Kept and Ulster in Bloom accreditations was held in November 2016. The aim was to:

- Build relationships
- Share learning, knowledge & best practice
- Enhanced partnership working & collaboration
- Target resources more effectively
- Identify additional sources of funding

The event was well attended and each settlement developed its own action plan.

A further workshop is planned for the evening of the 24<sup>th</sup> October in Antrim Civic Centre.

Invitations had been extended to organisations/groups from the following areas of the Borough:

Antrim Town	Ballyclare	Ballyeaston
Ballynure	Ballyrobert	Burnside
Crumlin	Glengormley	Mallusk
MervilleGarden Village	Parkgate	Randalstown
Rushpark	Toome	Templepatrick
Straid		

Representation had been sought from groups who had previously been involved in improvement efforts in their local area. Any other areas who would benefit

from attendance at this workshop are welcome. Outlook invitations would be sent to Members.

Proposed by Councillor Magill  
Seconded by Alderman Smyth and agreed that

**the report be noted.**

Head of Parks to meet with Councillor McClelland in relation to potential for improvements in Glengormley and to clarify attendance in relation to Merville Garden Village.

*ACTION BY: Lindsay Houston, Parks Development Officer/Ivor McMullan,  
Head of Parks*

### **3.15 AC/EV/7 ENCHANTED WINTER GARDEN 2017**

Members were reminded that it was agreed at the Council meeting in August that a plan setting out access arrangements for Antrim Castle Gardens for the duration of the Enchanted Winter Garden event be provided.

The 2017 event was being both extended and reoriented so that the entry point was at the Barbican Gate and a larger area of the Gardens was being used. A map was circulated for members' information, which showed the planned event area as well as visitor flow into, around and out of the event. Two areas of the Garden would be closed during the day for the duration of the event; Large Parterre and Her Ladyship's Pleasure Garden to ensure security of attractions. Her Ladyship's Pleasure Garden was closed, daytime, for the duration of the 2016 event.

The event was scheduled to operate from Saturday 9 December until Tuesday 19 December 4pm until 9pm daily and the event area as shown would not be accessible to general visitors throughout these times. However, in order to ensure maximum access to the Gardens outside of the event and to minimise disruption, it was planned to open the perimeter fence at various points from first thing each morning before commencing a sweep of the event area at 3pm daily after which the event perimeter would be reinstalled at all access points in preparation opening at 4pm.

The set up for the event is planned to commence from Monday 4 December and there may be some temporary closures of specific areas necessary to facilitate visitor safety throughout the week long set up but these will be kept to a minimum and clearly signed and communicated to all visitors.

An extensive marketing and communications plan for the event was being developed, which would use a variety of channels to communicate all aspects of event plans widely and would include clear information for all visitors wishing to access the Gardens outside of the event.

Proposed by Councillor Montgomery  
Seconded by Alderman Smyth and agreed that

**the report be noted.**

Officers to continue to emphasise free parking within the town in promoting the event.

*ACTION BY: Sam Currie, Culture and Heritage Manager*

### 3.16 L/P/BIO/19 GREENISLAND GREENWAY

Members were reminded that following proposals by the Department for Infrastructure to develop a network of Greenways, Council was involved in 2 submissions for completion of feasibility studies, namely,

<b>Greenway</b>	<b>Lead Council</b>	<b>Current Status</b>
Doagh – Larne Greenway  Approved by Council through Operations Committee	Antrim and Newtownabbey Borough Council	Stage 1 completed and feasibility submitted to department (March 2017).  <b>Not selected to progress to Stage 2.</b>
Greenisland – Monkstown Greenway  Approved by Council through Community Planning and Regeneration Committee	Mid and East Antrim Borough Council	Stage 1 completed and feasibility submitted to department (March 2017)  <b>Selected to progress to Stage 2</b> (received a grant of £25,000 to develop detailed design).

The Department had notified Mid and East Antrim Borough Council that the Greenisland-Monkstown had been selected to progress to Stage 2.

A number of local residents had raised concerns through some Threemilewater DEA Members around:

- Lack of consultation to date
- Anti-social behaviour
- Access and egress
- Parking concerns
- Child protection
- Health and Safety

The Members from the DEA were planning to meet with elected Members from the Knockagh DEA from Mid and East Antrim Borough Council in order to discuss these areas of concern.

A further report would be brought to Council in due course.

Proposed by Councillor Blair

Seconded by Alderman Ball and agreed that

**the report be noted.**

As appropriate, Officers to report on potential future costs related to this project.

*ACTION BY: Lindsay Houston, Biodiversity Officer*

The undernoted supplementary item was considered at this point.

### **3.20 SUPPLEMENTARY REPORT L/GEN/5 LEISURE MEMBERSHIPS**

To assist in the promotion and awareness of the "More" membership, it was proposed to hold a free open weekend across five leisure centres on the 28<sup>th</sup> and 29<sup>th</sup> October (to note that Allen park will run a separate event focused on golf at a later date – date to be confirmed).

The open weekend would form part of the schedule of activity designed to promote and create awareness of the "More" membership, showcase the facilities, and increase membership sales (schedule circulated in Appendix 1).

All centres involved are programming an increased and extensive range of activities for all user groups for the weekend of 28<sup>th</sup>/29<sup>th</sup> October. The open weekend would be programmed in a controlled manner to limit impact on existing users with the below an example: -

Fitness Suite – Available throughout the weekend with fitness staff on hand for guidance and advice

Studio Classes – Short "taster" classes throughout the morning of both days for both adults & kids

Swimming – Designated swim times for family swim and leisure swim in Sixmile Leisure Centre

Sports Hall – "Come and try it" sessions for various sports suitable for sports hall use

A specific marketing campaign combining all centres involved would precede the open weekend. The free activities would be those that are included within the "More" membership with those that fall outside this category subject to usual charges.

Proposed by Councillor McClelland  
Seconded by Alderman Ball and agreed that

**Council approves a free Open Weekend on 28<sup>th</sup> and 29<sup>th</sup> October at the 5 Leisure Centres as set out above to promote the new Leisure Membership Scheme.**

Officers to consider having a prize draw at each centre during the Open Weekend, offering membership for up to 3 months.



ACTION BY: Matt McDowell, Head of Leisure Services

**PROPOSAL TO PROCEED 'IN CONFIDENCE'**

Proposed by Councillor Magill  
Seconded by Alderman Ball and agreed that

**the following Committee business be taken In Confidence.**

**ITEMS IN CONFIDENCE**

**3.17 IN CONFIDENCE FI/PRO/TEN/160 TENDER FOR OPERATED PLANT HIRE  
Contract Period 1 November 2017 to 30 September 2018 (with an option to extend  
for a further 24 months, in 3 month increments, subject to review and  
performance)**

Three tenders for operated plant hire were opened via the E-Tenders NI Portal on 5 September 2017 and referred to the Evaluation Panel for assessment. The tender was evaluated on a two stage basis as follows:

**STAGE 1 – SELECTION STAGE**

The tender was evaluated on a pass/fail basis for tenderers', professional conduct, economic and financial standing, management systems and practices, previous relevant experience, operator's license, and declarations and form of tender. Two tenders did not meet the requirements of Stage 1 and did not proceed further in the evaluation process. The remaining tender met the requirements of Stage 1 of the evaluation process and proceeded to Stage 2. The tender was evaluated as follows:

**STAGE 2 – AWARD STAGE**

**Commercial Assessment (100%)**

Supplier	Cost Assessment (out of 100%)	Total % Score	Total Overall Daily Hire Cost (£) (Excl. VAT)
M. Large Tree Services Ltd	100%	100%	£2,936.20

Proposed by Alderman Smyth  
Seconded by Councillor Clarke and agreed that

**having achieved the score of 100%, M. Large Tree Services Ltd be appointed for  
operated plant hire, at the tendered rates.**

ACTION BY: Sharon Logue, Procurement Manager

**3.18 IN CONFIDENCE FI/PRO/TEN/4 TENDER FOR THE SAFE REMOVAL AND THE RECYCLING/ REPROCESSING OF A RANGE OF RECYCLABLES FROM ANTRIM AND NEWTOWNABBEY BOROUGH COUNCIL HOUSEHOLD RECYCLING CENTRES**

**Contract Period: 14 December 2015 to 30 November 2017 (with an option by the Council to extend for a further year subject to review and performance)**

Members were advised that the contracts for the removal and the recycling/ reprocessing of a range of recyclables from Council's Recycling Centres are due to expire on 30 November 2017 (with an option by the Council to extend for a further year subject to review and performance).

These contracts cover the waste materials collected at the Recycling Centres including timber, rubble, hard plastics, scrap metals and plasterboard. Through these contracts, all the waste materials are diverted from landfill to recycling or recovery treatment facilities.

The contracts had been operating satisfactorily and Officers had not encountered any issues with the delivery of the service. Officers do not believe Council would achieve more financially beneficial rates with another procurement exercise at this point and therefore it is recommended that the option to extend is exercised for a further period of one year to 30 November 2018.

Proposed by Alderman Ball  
Seconded by Alderman Smyth and agreed that

**the contracts for the Safe Removal and the Recycling/ Reprocessing of a Range of Recyclables from Council Household Recycling Centres be extended for a further year to 30 November 2018.**

*ACTION BY: Sharon Logue, Procurement Manager*

**3.19 IN CONFIDENCE WM/ARC21/4 ARC21 JOINT COMMITTEE PAPERS**

As agreed at the November (2015) meeting of Council, the papers for the arc21 Joint Committee Meeting were circulated for:

- September 2017

Members were reminded that these documents are confidential and may be legally privileged or otherwise protected from disclosure so therefore Members should not disclose this information to any third party and the information must be kept secure.

Proposed by Councillor Montgomery  
Seconded by Alderman Smyth and agreed that

**the papers be noted.**

*ACTION BY: Geraldine Girvan, Director of Operations*

## **PROPOSAL TO PROCEED OUT OF 'IN CONFIDENCE'**

Proposed by Councillor Montgomery  
Seconded by Alderman Smyth and agreed that

**the remainder of Committee business be taken in Open Session.**

The Chairman advised that audio-recording would recommence at this point.

### **ANY OTHER RELEVANT BUSINESS**

- (1) *Alderman Ball highlighted that one community group had recently folded and had some Dog Watch equipment that could be reused. Officers to follow up and reclaim the equipment.*

*Following a query regarding the expansion of the Dog Watch scheme throughout the Borough, Officers confirmed that a timetable would be brought to Committee.*

*ACTION BY: Clifford Todd, Head of Environmental Health*

- (2) *In response to a query from Alderman Smyth regarding graffiti removal by Council, the Director undertook to clarify the issue through the Director of Community Planning and Regeneration.*

*ACTION BY: Geraldine Girvan, Director of Operations/Majella McAlister, Director of Community Planning and Regeneration*

- (3) *On the proposal of Alderman Rea and seconded by Alderman Swann it was agreed that a letter go to the Department of Agriculture, Environment and Rural Affairs requesting that the deadline of 15<sup>th</sup> October for cessation of slurry spreading be extended for a least one month.*

*ACTION BY: Geraldine Girvan, Director of Operations*

There being no further committee business the Chairman thanked everyone for their attendance. The meeting concluded at 7.04pm.

---

**MAYOR**

***Council Minutes have been redacted in accordance with the Freedom of Information Act 2000, the Data Protection Act 1998 and legal advice.***

